

CAPABILITIES STATEMENT PREPARATION INSTRUCTIONS

Page 1 - Information Submitted by the Offeror*

1. Enter "GSA Contractor," "Team Lead," "Team Member," or "Subcontractor." Note that the team lead and all team members must hold a current GSA Schedule contract(s). Subcontractors need not be GSA Schedule holders. The Offeror shall possess GSA schedules that cover all labor categories and capabilities required by the JTAAS SOO.
2. Identify the name and address of the Corporation (and Corporate division, if applicable) that holds the GSA Schedule contract(s).
3. Indicate the name, phone number, FAX, and e-mail address for the GSA Contractor/Team Lead, Team Member and Subcontractor Point of Contact (POC).
4. Identify the small business status that applies to the GSA Contractor/Team Lead, Team Member and Subcontractor identified in section 1.0.
5. This certification is to be completed by the GSA Contractor, or Team Lead indicating that all information provided in this Capabilities Statement (including information provided for team members and subcontractors) is accurate, complete, and current as of the date of submission of the Capabilities Statement.
6. If the response to "Agree to terms and conditions of the JTAAS Master Agreement?" is "No," attach a statement identifying specific areas of disagreement, reasons for disagreement, and any modifications that should be considered by the Government.

Page 2 - Information Submitted by the Offeror for the GSA Contractor/Team Lead, each Team Member, and each Subcontractor

7. Duplicate this page and submit the indicated information for each GSA Contractor/Team Lead, Team Member and Subcontractor. Enter the name of the GSA Contractor/Team Lead, Team Member and Subcontractor at the top of the page for identification.
8. Indicate the GSA contract number, award date, period of performance, and website address for GSA Schedules held by the GSA Contractor/Team Lead, Team Member and Subcontractor identified at the top of the page. The Offeror shall possess GSA schedules that cover all labor categories and capabilities required by the JTAAS SOO.
9. In section 5.1, identify up to five recently completed (within the past three years) or current contracts/orders that represent Offeror experience similar to that required for JTAAS. For each contract/order, indicate the Government agency being supported, the value of the contract/order including options, and the number of contractor staff (full time equivalents) provided under the contract/order. Indicate "Yes" if the contract/order was performed for the missile defense community, another Department of Defense agency, or another Federal agency. Indicate "Yes" if the contractor's role involved oversight of other contractors' performance or if the contractor's role was limited to hands-on engineering.
10. For an order placed against a GSA schedule, indicate the GSA schedule number, GSA contract number, and the order number. If this is a separate contract (does not involve an order against a GSA schedule), indicate only the contract number.
11. In section 5.2, for each GSA Contractor/Team Lead, Team Member and Subcontractor, insert "Yes" to indicate those services provided under the contract/order that were similar to those required for JTAAS.

Page 3 - Information Submitted by the Offeror for the GSA Contractor/Team Lead, each Team Member, and each Subcontractor

12. Duplicate this page and submit the indicated information for each GSA Contractor/Team Lead, Team Member and Subcontractor. Enter the name of the GSA Contractor/Team Lead, Team Member and Subcontractor at the top of the page for identification.
13. List relevant tasks and accomplishments in bullet form for each of the contracts/orders indicated on Capabilities Statement Page 2 (limit of 250 words per contract/order. Font size not to be smaller than Arial 12). Total number of references for the Offeror shall not exceed 15 (e.g., team lead submits five and each team member submits two each for five team members equals 15 total).

* Offeror – The term Offeror refers to a party interested in responding to the Government's requirements. The Offeror is defined as any of the following: 1. A single small business holding a GSA contract performing 100% of the effort (termed a GSA Contractor) qualifying under NAICS 541710. 2. A single small business holding a GSA contract with subcontractors who will perform at the labor rates of the single small business with a GSA contract. The single small business with a GSA contract qualifying under NAICS 541710 must perform over 50% of the dollars and labor. This is considered a contractual relationship. 3. A team of small and, possibly, large businesses, having a legal relationship, all holding GSA schedule contracts, with greater than 50% of dollars and labor performed by small business(es) qualifying under NAICS 541710, and led by one of the small businesses. The team must be a legal entity reflected by a joint venture or other legal teaming relationship. Offeror Team may include subcontractors to any or all of the team members. However, these contractors, whether qualifying under the NAICS 541710 or not, will not be included in the greater than 50% small business performance determination.